

VILLAGE OF GLEN ELLYN
 FY10/11 ANNUAL BUDGET
 PERSONNEL SCHEDULE

<u>Classification</u>	<u>Status</u>	<u>Salary Range</u>	<u>FY08/09 Budgeted Employees</u>	<u>FY09/10 Budgeted Employees</u>	<u>FY10/11 Budgeted Employees</u>
Village Board & Clerk					
Administrative Clerk II	PT	5	0.50	0.50	-
Village Manager's Office					
Village Manager	FT	23	1.00	1.00	1.00
Deputy Village Manager	FT	18	1.00	1.00	-
Personnel Analyst	FT	16	1.00	1.00	1.00
Village Collector	FT	12	1.00	1.00	-
Administrative Analyst	FT	13	1.00	1.00	1.00
Administrative Services Coord.	PT	10	-	-	0.75
Administrative Secretary	PT	9	1.00	1.00	1.00
Secretary	PT	7	0.50	-	-
Administrative Clerk II	PT	5	1.00	1.00	1.00
Multimedia Specialist	PT	11	0.50	0.75	0.75
Administrative Intern	PT	N/A	0.50	-	-
Senior Services Coordinator	PT	11	0.60	0.60	0.60
Facilities Maintenance					
Facilities Manager	FT	15	1.00	-	-
Maintenance Worker II	PT	9	1.00	1.00	1.00
Custodial Supervisor	FT	7	1.00	1.00	1.00
Custodian	PT	5	4.50	4.00	3.60
Finance					
Finance Director	FT	20	1.00	1.00	1.00
Assistant Finance Director	FT	16	1.00	1.00	1.00
Information Technology Manager	FT	17	1.00	1.00	1.00
Personnel Analyst	FT	16	-	-	-
Accountant	FT	13	-	-	-
Accounting Specialist	FT	10	1.00	1.00	1.00
Administrative Secretary	PT	9	0.50	-	-
AP Fiscal Clerk	PT	8	0.75	0.60	0.60
Mail Clerk	PT	1	0.40	-	-
Accounts Manager	FT	13	1.00	1.00	1.00
Fiscal Clerk	PT	8	4.00	3.60	3.60
Water Meter Readers	PT	N/A	-	1.00	1.00

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Planning & Development					
Planning & Development Director	FT	20	1.00	1.00	1.00
Building & Zoning Official	FT	16	1.00	1.00	1.00
Planner	FT	15	2.00	1.50	1.00
Plan Examiner	FT	13	1.00	1.00	1.00
Building Inspector	FT	12	2.00	2.00	2.00
Administrative Secretary	FT	9	1.00	1.00	1.00
Permit Clerk	PT	8	2.00	2.00	2.00
Property Site Inspector	PT	5	0.50	0.50	0.50
Fire Inspector	PT	5	1.00	0.50	-
Administrative Clerk	PT	5	0.50	0.75	0.50
Planning Intern	PT	1	0.50	1.00	1.00
Police					
Police Chief	FT	21	1.00	1.00	1.00
Deputy Chief	FT	18	2.00	2.00	2.00
Police Sergeant	FT	16	7.00	7.00	7.00
Police Officer	FT	Contract	33.00	33.00	33.00
Records Supervisor	FT	13	1.00	1.00	1.00
Property Officer	FT	10	1.00	1.00	1.00
Administrative Secretary	PT	9	0.50	0.50	0.50
Community Service Officer	FT	9	3.00	2.00	2.00
Community Service Officer **	PT	9	1.10	1.60	1.60
Records Clerk	FT	8	4.00	4.00	4.00
Records Clerk	PT	8	2.75	2.75	2.75
Public Works					
Administration & Engineering Division					
Public Works Director	FT	21	1.00	1.00	1.00
Assistant Public Works Director	FT	18	1.00	1.00	1.00
Registered Professional Engineer	FT	18	1.00	1.00	1.00
Civil Engineer	FT	16	1.00	1.00	1.00
Utilities Inspector	FT	13	1.00	1.00	1.00
Administrative Secretary	FT	9	1.00	-	-
Secretary	FT/PT	7	1.50	1.50	1.50

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Operations Division					
Street Superintendent	FT	16	-	-	-
Village Forester	PT	16	0.60	0.60	0.60
Project Coordinator	FT	14	1.00	1.00	1.00
Senior Plant Operator	FT	14	1.00	1.00	1.00
Utilities Inspector	FT	13	-	-	-
Crew Leader I	FT	13	3.00	3.00	3.00
Customer Service Worker	FT	11	1.00	1.00	1.00
Maintenance Worker II	FT	9	9.30	9.30	9.30
Maintenance Worker I	FT	7	4.00	4.00	4.00
Secretary	FT	7	-	-	-
Water Meter Reader	PT	N/A	2.00	-	-
Equipment Services Division					
Equipment Services Supervisor	FT	16	1.00	1.00	1.00
Equipment Mechanic II	FT	13	2.00	2.00	2.00
Inventory Control Clerk	PT	7	0.50	0.40	0.40
Recreation					
Recreation Director	FT	20	1.0	1.0	1.0
Golf Course Superintendent	FT	17	1.0	1.0	1.0
Senior Grounds Supervisor	FT	13	1.0	1.0	1.0
Grounds Supervisor	FT	10	1.0	1.0	-
Horticulturist	FT	10	1.0	1.0	1.0
Arborist	FT	9	-	-	-
Assistant Recreation Director	FT	18	-	1.0	1.0
Director of Golf	FT	16	1.0	-	-
Head Golf Professional	FT	14	1.0	1.0	1.0
First Assistant Golf Professional	FT	11	1.0	1.0	1.0
Food Service Manager	FT	15	1.0	1.0	1.0
Seasonal Staff	PT		45.0	45.0	35.0
Total Full-Time Equivalent Positions			<u>183.50</u>	<u>176.95</u>	<u>162.55</u>